

CHARTER REVIEW COMMISSION
Meeting Minutes

For the Meeting Held On : August 6, 2015

Meeting Time : 6:30 pm

Location : Council on Aging – Media Room

Address : 328 North Main Street, East Longmeadow, MA

Meeting Posted On... **Day:** Monday **Date:** 08 / 03 / 2015
(48 hrs required)

Is Meeting Being Recorded by Digital Recorder: Yes X No _____

The Minutes of this Meeting are being taken by: Marge Larocca

Committee Members: (check if attended)

Dawn Starks	✓	Russell Denver	✓	William Fonseca	✓	George Kingston	✓
Larry Levine	✓	Eric Madison	✓	Raymond Miller	✓	Tom O'Connor	✓
Ralph Page	✓						

Attendees: Tanya Stepasiuk, Mike Ward, Marge Larocca

Did the Chair release any prior Executive Session Minutes?

Yes		No	x
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Dates of Executive Session Released :

TOPIC / MATTER #1

Discussion/Deliberation of Legislative Body & Calendar

Summary of Matter Discussed :

- The Chairman opened the meeting and took a roll call. She welcomed the Collins Center consultants Tanya Stepasiuk and Mike Ward to the meeting and asked Mr. Ward to give a brief bio of himself.
- Ms. Stepasiuk gave an explanation of the information contained in the Charter Commission Timeline calendar. She stated that the calendar was created based on the information she received from the Charter Commission. Discussion followed about the reports and tasks that need to be completed and their completion dates.
- The Chairman spoke about the timeline of the Sample Legislative Branch Article. Ms. Stepasiuk stated that the timeline would have to be completed tonight and during the next two meetings. The Chairman spoke about making a decision about a town council or town meeting government.
- Mr. Madison made a motion that the Charter Commission move forward in the development of a Proposed Town Charter that includes a Legislative Branch comprised of a Town Council, who shall have all general, corporate, legislative and appropriations powers over all Town Business and departments, unless otherwise decided by this Charter Commission, and as allowed under Massachusetts General Laws. Additionally, details regarding the number of council members, structure and governance of said council to be included within the proposed Charter be determined by separate motions. The motion was seconded and discussion followed about the current government and about the language in the motion. All were in favor of the motion.
- The Chairman announced that the result of the motion that was approved is that the Legislative form will be Town Council.

- Discussion followed about the Composition and Membership of the Town Council, consisting of 4 members from each precinct with 3 at large, or having all members at large. A motion was made to have seven (7) members on the Town Council. The motion was seconded. Discussion followed. The motion was approved unanimously. It was decided to revisit the topic of the composition of the Town Council at another time.
- A motion was made to have 3-year terms for the members of Town Council. The motion was seconded and all were in favor.
- Discussion began about the timeframe of the Annual Town Election and moving it closer to the end of the fiscal year. A motion was made to move the Annual Town Election to the first Tuesday in June, and take office the first of July. The motion was seconded. Discussion followed and all were in favor.
- Discussion began about the second page of the Sample Legislative Branch Article document pertaining to Eligibility for Town Council. A motion was made to accept the first paragraph under "Eligibility" (of the Sample Legislative Branch Article) *"Any registered voter of the Town shall be eligible for election to the Council. However, no person holding another elective office of the Town as established in this charter or any town ordinance shall take the oath or affirmation of office as a Councilor"*. The motion was seconded. Discussion followed and the vote is as follows: 8 in favor, 1 opposed.
- Ms. Stepasiuk spoke about a memo regarding the opinions of the MA Office of Campaign & Political Finance regarding Charter Education and Advocacy. Discussion followed about the various methods of informing residents about the Charter Commission's activity and about the possibility of having an educating sub-committee.

Documents or Exhibits for this Matter:

- East Longmeadow Charter Commission Timeline; Sample Legislative Branch Article; Proposed Agenda Items/Decision Area; Memo re: The MA OCPF Opinions regarding Charter Education & Advocacy

Votes Taken Under this Matter :

- A motion was made that the Charter Commission move forward in the development of a Proposed Town Charter that includes a Legislative Branch comprised of a Town Council, who shall have all general, corporate, legislative and appropriations powers over all Town Business and departments, unless otherwise decided by this Charter Commission, and as allowed under Massachusetts General Laws. Additionally, details regarding the number of council members, structure and governance of said council to be included within the proposed Charter be determined by separate motions. The motion was seconded and discussion followed about the current government and about the language in the motion. All were in favor of the motion.
- A motion was made to have seven (7) members on the Town Council. The motion was seconded. Discussion followed. The motion was approved unanimously.
- A motion was made to have 3-year terms for the members of Town Council. The motion was seconded and all were in favor.
- A motion was made to move the Annual Town Election to the first Tuesday in June, and take office the first of July. The motion was seconded. Discussion followed and all were in favor.
- A motion was made to accept the first paragraph under "Eligibility" (of the Sample Legislative Branch Article) *"Any registered voter of the Town shall be eligible for election to the Council. However, no person holding another elective office of the Town as established in this charter or any town ordinance shall take the oath or affirmation of office as a Councilor"*. The motion was seconded. Discussion followed and the vote is as follows: 8 in favor, 1 opposed.

TOPIC / MATTER #2

Discussion of Meetings with Board of Selectmen & School Committee

Summary of Matter Discussed :

- The Chairman asked for any comments about the Board of Selectmen and School Committee meetings that the Charter Commission members attended.
- Commission members commented about the Board of Selectmen speaking about what isn't working for Town government, and about the School Committee speaking on having a clear chain of authority and having consistency with standards throughout the Town.
- It was stated that moving toward a town council will be a more centralized government, and that the work done in tonight's meeting will go a long way towards solving issues.

Documents or Exhibits for this Matter:

- None

Votes Taken Under this Matter :

- None

TOPIC / MATTER #3

Meeting Minutes Approval

Summary of Matter Discussed :

- The Meeting Minutes of July 23, 2015 & July 27, 2015 were reviewed. A motion was made to accept them. The motion was seconded and all were in favor.

Documents or Exhibits for this Matter:

- Charter Commission Meeting Minutes: July 23, 2015 & July 27, 2015

Votes Taken Under this Matter :

- A motion was made to accept the meeting minutes of July 23, 2015 & July 27, 2015. The motion was seconded and all were in favor.

8:23 PM: Motion to Adjourn

Next Meeting: August 20, 2015 – 6:30PM – 328 North Main St. – Media Room

MEETING FOLLOW UP:
PRIOR MEETING NOTES:
Draw up bios for Charter webpage ~ <i>Completed</i>
Write monthly updates for webpage ~ <i>Ongoing</i>
October 15, 2015 – date for Public Hearing